



United States Postal Service
Office of Inspector General
Attn: Human Resources
1735 N. Lynn Street, 10th Floor
Arlington, VA 22209-2020

Grade: Band II FLSA: Exempt
Salary: \$83,334 - \$108,335 Per Annum
(Includes Locality Pay)
Position: One located in Arlington, VA
Relocation Expenses Will Not Be Paid
Open: 03/04/04 Close: 03/19/04

Computer Specialist

The United States Postal Service Office of Inspector General is seeking a highly qualified candidate to fill our Evaluator (Information Systems) position. The duties and responsibilities include developing, planning, promoting, and implementing a comprehensive information technology program. The OIG conducts investigations to prevent and detect fraud, waste, abuse and mismanagement affecting the Postal Service.

MINIMUM QUALIFICATIONS

- Bachelors Degree from an accredited college or university, or four years related experience, or a combination of college and professional experience

DESIRABLE QUALIFICATIONS

- Experience in determining informational requirements
- Ability to determine requirements and develop web-based applications
- Ability to effectively communicate technical information to both non-technical and technical personnel
- Knowledge of the architecture and topology of software, hardware and networks including LANs, WANs

EVALUATION FACTORS

- Ability to analyze and provide implementation recommendations for emerging technologies
- Skill in developing user requirements, technical requirements and performance requirements to meet project goals and objectives
- Skill in managing technical work groups and projects to solve complex technical issues
- Ability to communicate both orally and in writing to all levels of an organization

ADDITIONAL REQUIREMENTS

- Ability to pass a physical examination, drug screening, and background investigation
- May require up to 25 percent travel

TO BE CONSIDERED, APPLICANTS MUST SUBMIT

- An OF-612, SF-171, PS Form 2591, PS Form 991, or a resume
- Latest performance appraisal (within 15 months)
- A separate, written narrative that describes specific experience (tasks and accomplishments) for each Evaluation Factor (limited to one page per factor)

NOTE

- **OPEN TO ALL SOURCES IN THE LOCAL COMMUTING AREA ONLY**
- **U.S. CITIZENSHIP REQUIRED**
- **APPLICATIONS MUST BE SUBMITTED TO THE FOLLOWING EMAIL ADDRESS: APPLICATION SUBMISSION@USPSOIG.GOV OR FAXED TO: (703) 248-7957**
- **MUST BE RECEIVED BY MIDNIGHT ON THE CLOSING DATE OF THE ANNOUNCEMENT**

Applicants must meet all eligibility requirements by the closing date of the announcement. **All submissions must include the vacancy announcement number.**



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BASIS OF RATING

Candidates will be evaluated on the skills they possess that are directly related to the duties of the position and/or the experience, education, and training, that indicates the applicant's ability to acquire the particular knowledge and skills needed to perform the duties of the position.

REASONABLE ACCOMMODATIONS

This agency provides reasonable accommodations to applicants with disabilities. If you require accommodations for any part of the application and/or hiring process, please call (703) 248-2353. The decision on granting an accommodation request will be made on a case-by-case basis.

Job Line Number:

1-888-OIG-HIRO

1-888-644-4470

DC Relay Service:

202-855-1234 (TTY)

Or Visit our website:

www.uspsoid.gov

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